

Directed Studies

BUSI 4904 (1.0 cr.) and BUSI 4905 (0.5 cr)

Students enrolled in these courses will undertake a research project. Both a typed final report as well as an open (oral) presentation will be evaluated in determining the course grade. The course (project) is to be completed and evaluated within the normal academic term (including examination period).

Steps

1. Student develops a preliminary project proposal (write-up 2-3 pages) and makes contact with a potential faculty supervisor.
2. Given the agreement of the faculty member to supervise the project, the student prepares a typed Directed Studies project proposal including references (3-4 pages). At this stage the faculty supervisor and the student will seek out another faculty member to act as secondary supervisor. (Note: the role of the secondary supervisor is to participate in the evaluation process.) An understanding of the evaluation process should be clear between the faculty members and the student.
3. A copy of the Directed Studies project proposal attached to the completed “Directed Studies – Supervisor’s Agreement Form” from the faculty supervisor sent to [the Sprott Associate Dean, Undergraduate Studies](#).
4. Upon approval by the Associate Dean, the student will be permitted to register in the course.

THESE PROCEDURES MUST BE COMPLETED BY THE LAST DAY FOR LATE REGISTRATION.

Please Note: Students will normally enrol in the half-course BUSI 4905 even if a full year (full credit) project is visualized. A project over two terms will normally be split into two parts; when the first part is successfully completed and evaluated, a decision can then be made with respect to the second half-course. For a one-term project the registration would be BUSI 4905A; for a two-term project the registration can be BUSI 4905A in the fall term followed by BUSI 4905B in the winter term. Registration in the full-year course BUSI 4904 is reserved for the exceptional circumstance that the student had both strong prior research/project experience as well as the extensive support of faculty supervisors.

Directed Studies - Supervisor's Agreement Form

Student Name: _____ Student No: _____

Degree Program: _____

Proposed Topic: _____

Supervisor: _____

Second Reader: _____

Course No: BUSI 4904 (1.0) or BUSI 4905 (0.5 cr) in Fall Winter

Description of course content:

Student's Weekly Responsibilities:

Description of Grading Arrangements:

Student's Signature: _____

Supervisor's Signature: _____

Approved by: _____ Date: _____
Associate Dean, Undergraduate Studies

Note: once signed by the Associate Dean, s/he will escalate the approval to the Sprott academic advisor to process access to course registration for the student.